

Waharoa (Matamata) Aerodrome Committee

Open Agenda

Notice is hereby given that an ordinary meeting of Waharoa (Matamata) Aerodrome Committee will be held on:

Date: Tuesday 20 November 2018
Time: 10:00am
Venue: Raungaiti Marae
State Highway 27
Waharoa
Waharoa

Membership

Mayor

Jan Barnes, JP

Cr James Thomas, JP

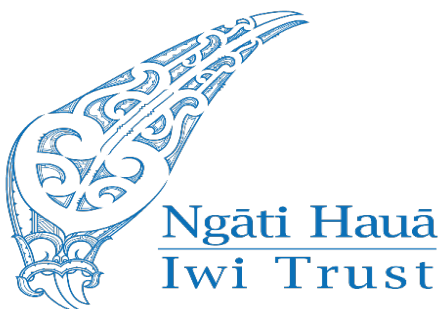
Cr Kevin Tappin

Mr Mokoro Gillett

Mrs Rangi Kaukau

Mr Mike Diamond

Phone: 07-884-0060
Address: PO Box 266, Te Aroha 3342
Email: corp.legal@mpdc.govt.nz
Website: www.mpdc.govt.nz



ITEM	TABLE OF CONTENTS	PAGE
Procedural		
1	Meeting Opening	5
2	Karakia	5
3	Present	5
4	Apologies	5
5	Notification of Urgent Business	5
6	Confirmation of minutes	5
Officer Reports		
7	Executive	
7.1	Provincial Growth Fund application	7
7.2	Annual Plan 19/20 and other associated documents	9
7.3	New Zealand Aviation presentation	11
7.4	Update on Management Plan Review	13
7.5	Marae Entrance, Parking Arrangements	15
7.6	Schedule of Meetings for 2019	25
7.7	2019 Work Programme	27
8	Urgent Additional Business	

1 Meeting Opening

2 Karakia

3 Present

4 Apologies

At the close of the agenda no apologies had been received.

5 Notification of Urgent Business

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 6A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

6 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of Waharoa (Matamata) Aerodrome Committee, held on 19 July 2018

Provincial Growth Fund application

Trim No.: 2081163

Item 7.1

Executive Summary

Central government has committed to investing \$3 billion over three years in regional economic development through a Provincial Growth Fund (PGF). The PGF aims to lift productivity in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

This report provides information to the Committee on two applications which have received PGF funding.

One application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "move the concept of a Waharoa industrial hub to the investment ready stage as a transformational sub-regional economic development initiative". \$800,000 was applied for with four major businesses also contributing \$25,000 each, in principle.

A separate application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "Explore the development of the "Te Aroha Tourism Precinct" as the boutique Health and Wellbeing destination for the Auckland and Waikato regions". \$900,000 was applied for.

The applications were submitted with the Ministry of Business, Innovation and Employment (MBIE) in late August 2018.

Prime Minister, Rt Hon Jacinda Arden announced funding of up to \$900,000 for the Te Aroha Te Aroha Tourism Precinct and up to \$800,000 for the Waharoa Industrial Hub at a business event held in Matamata, on 4th October 2018.

The investment of up to \$1.7 million provides a significant opportunity to enhance economic development and productivity within the district and beyond. The above applications are the first to be granted in the Waikato region.

Recommendation

That:

1. The information be received.

Content

Background

Waharoa Industrial Hub

The purpose of this proposal is to fully develop the concept for a Waharoa industrial hub to the investment ready stage as a transformational sub-regional economic development initiative.

Three key barriers to economic expansion and growth have been identified in Waharoa:

- 1) Lack of sound infrastructure, including water, wastewater, energy and telecommunication services.
- 2) Challenges in attracting trade skilled workers, and training opportunities for semi and skilled labour.

3) Housing for seasonal and long term employees.

The feasibility study, business and investment case will define the scale and scope of investment required to overcome these constraints.

This project will contribute to understanding and unlocking the barriers to developing Waharoa as a key sub-regional industrial hub and how we can partner with the private sector, Iwi, and central government to address these.

Research on the long term needs of industry (e.g. labour force, housing, training, utilities, and transport and communication links) to better understand the opportunities and critical investment is essential, as is developing a full concept and development plan to take this from idea to execution.

This application relates to phases 1, 2 and 3 as below:

- Phase 1 – Initial Feasibility study (developing the concept, the benefits, challenges etc.)
- Phase 2 – Detailed business and investment case [e.g. environmental, infrastructure, economic assessment - to enable the project to be at an investment ready state]
- Phase 3 – Investment case (selling the opportunity/proposition to investors)
- Phase 4 - Commencement of infrastructure development
- Phase 5 - Completion of infrastructure development

The \$900,000 available for this project is only for phases 1, 2 & 3. If the outcome of these phases is positive and there is merit in progressing, it is intended that phases 4 and 5 will form a future PGF funding application. \$25,000 pledge, each, from four major businesses in Matamata-Piako (being Open Country Dairy, Inghams, Wallace Group and Balle Bros) has been secured, in principle, to support this programme. With these industry contributions, provided in principle, the total funding available for the Waharoa project is \$900,000. The funding will be received by Council, as the applicant.

The project is currently being established. It is anticipated the Waharoa (Matamata) Aerodrome Committee will be kept informed in regards to the project and local Iwi will be key stakeholders.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Niall Baker Acting Senior Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Annual Plan 19/20 and other associated documents

Trim No.: 2080764

Executive Summary

Each year Council review various plans, policies and bylaws to ensure they are up to date and are meeting community needs. A number of these plans, policies and bylaws are being reviewed now and over the next few months and we will be inviting public feedback on a number of these in March/April 2019.

This report seeks to update the Committee on these various plans, policies and bylaws to encourage feedback and ensure the community are aware of their opportunity to provide feedback.

Recommendation

That:

1. The information be received.

Content

Background

Annual Plan

We produce an Annual Plan in the two years that we don't produce a Long Term Plan. The Annual Plan highlights any changes or variances from the Long Term Plan for the coming year. The Annual Plan 2019/20 relates to Year 2 of the Long Term Plan 2018-28, and must be adopted by 30 June 2019. If there are significant or material changes from the Long Term Plan then Council must formally consult the community on the changes. If there are no significant or material changes then we will inform the community rather than consult as we conducted a thorough consultation on the Long Term Plan in March/April 2018.

Council are currently developing their draft Annual Plan including the 2019/20 budgets and will determine whether to consult the public in December 2018.

Fees and Charges

Each year Council produces a 'Fees and Charges' document which outlines all fees and charges that Council charge, from swimming pool entry fees to building consent fees. Some of these fees must be publically consulted on but not all of them. Council generally consult the public on all of these fees and charges to provide transparency and to enable our communities to provide feedback.

Other documents

A number of our policies, plans and bylaws must be reviewed at set intervals or when an issue arises. Alongside the Annual Plan (if required) and Fees and Charges we are proposing to consult on our:

- Land Transport Bylaw (minor technical amendments)
- Water Supply Bylaw (minor technical amendments)
- Wastewater Bylaw (minor technical amendments)
- Public Safety Bylaw (moving smoke nuisance from Fires Bylaw)
- Gambling Venue Policy (legislative review)

Waharoa (Matamata) Aerodrome Committee**20 November 2018**

- TAB Board Venue Policy (legislative review)
- Legal Highs Policy (legislative review)
- General Reserves Management Plan (legislative review)
- Earthquake Prone, priority vehicle and pedestrian thoroughfares and strategic routes of importance (new legislative requirement)

These documents are all awaiting Council confirmation for consultation. An update will be provided to the Waharoa (Matamata) Aerodrome Committee at the next meeting.

Timeframes

A proposed timeline with key dates is outlined below for the Committees information.

Council workshop	Bylaws, Policies and other documents	19/9/18 and 24/10/18
Council workshop	Draft Budgets/Fees and Charges	7/11/18 and 14/11/18
COC meeting	Draft Bylaws, Policies and other documents approved for consultation	28/11/18
Council meeting	Draft Annual Plan Budgets and Fees and Charges – confirm consultation requirements.	5/12/18
Council workshop	Council workshop on Consultation Document and Communications Plan (if required)	January 19
Council meeting	Draft Annual Plan, Consultation Document and Communications Plan to Council for approval (if required)	13/2/19
Consultation	Bylaws, Policies, other documents, Fees and Charges and Draft Annual Plan (if required) out for consultation	20/3/19-22/4/19
Hearing	Hearing of submissions	15/5/19
Extraordinary Council	Adoption of Bylaws, Policies, other documents, Annual Plan, Fees and Charges and striking the rates.	26/6/19

Attachments

There are no attachments for this report.

Signatories

Author(s)	Sandra Harris Acting Strategic Policy Manager	
-----------	---------------------------------------------------------	--

Approved by	Don McLeod Chief Executive Officer	
-------------	----------------------------------------------	--

New Zealand Aviation presentation

Trim No.: 2080692

Executive Summary

The Manager of New Zealand Aviation, Mike Newman in attendance to speak about the future development of the Waharoa Aerodrome business.

Recommendation

That:

1. The information be received

Attachments

There are no attachments for this report.

Signatories

Author(s)	Bruce Langlands Facilities Operations Manager	
-----------	---------------------------------------------------------	--

Approved by	Manaia Te Wiata Group Manager Business Support	
-------------	----------------------------------------------------------	--

Update on Management Plan Review

Trim No.: 2080936

Executive Summary

Council has resolved to review the Waharoa (Matamata) Aerodrome Reserve Management Plan. Xyst Limited has been engaged to prepare the Reserve Management Plan and Outline Plan under the Resource Management Act. Due to other commitments Xyst has been delayed in starting this project but is now ready to commence work. A revised programme has been prepared for the Committee's information.

Recommendation

That:

1. The report be received.

Content

Background

Council has resolved to review the Waharoa (Matamata) Aerodrome Reserve Management Plan. Xyst Limited has been engaged to prepare the Reserve Management Plan and Outline Plan under the Resource Management Act. Due to other commitments Xyst has been delayed in starting this project but is now ready to commence work. A revised programme has been prepared for the Committee's information.

Issues

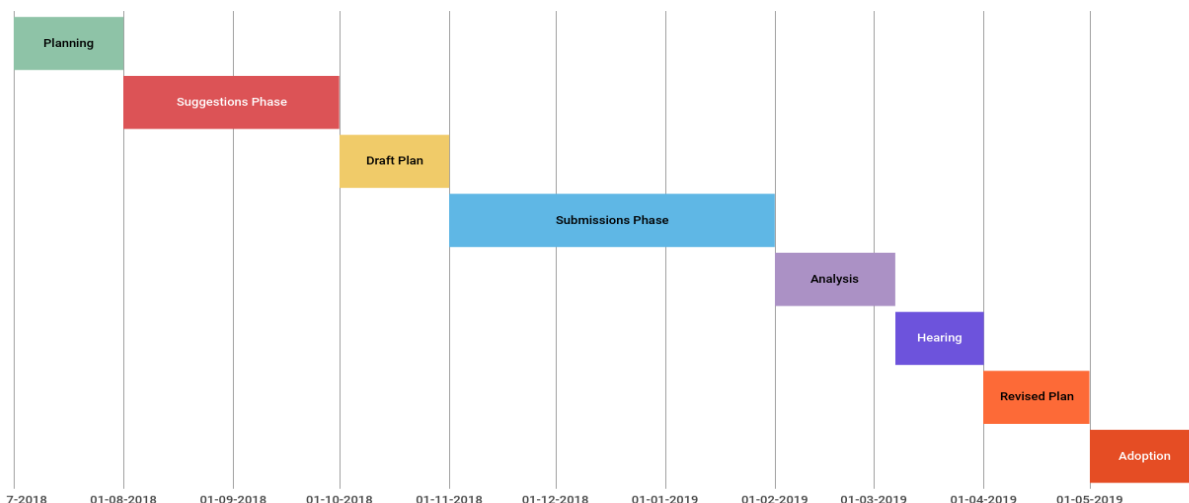
Revised timeline

A revised outline of the work programme is attached below:

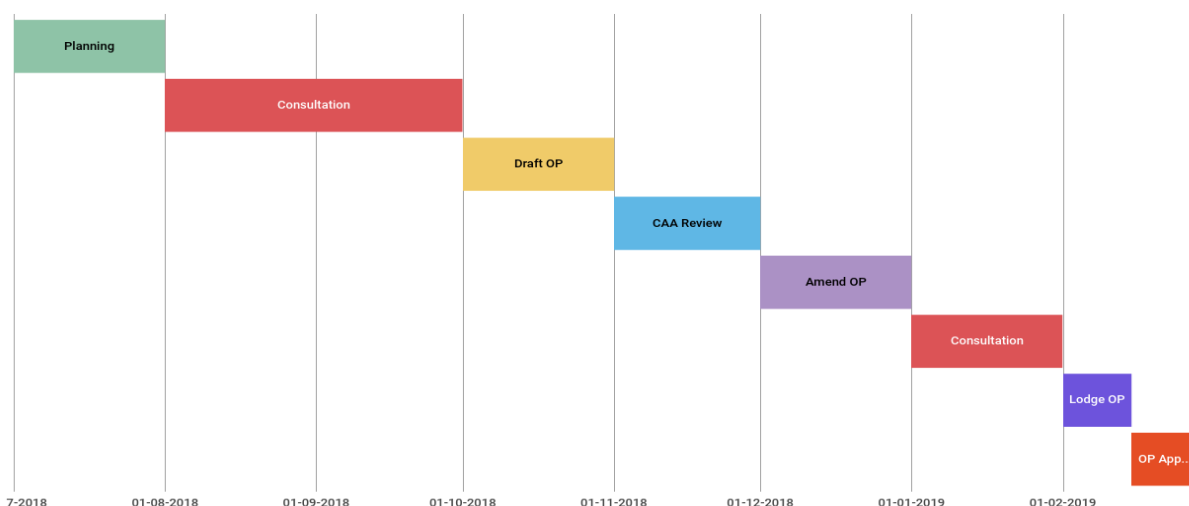
Item	Task	Date completed
1.	Scoping exercise of site – review of background information and available plans	Completed
2.	Ngāti Hauā Hui (date to be confirmed with Ngāti Hauā)	November/December
3.	Request for Suggestions (immediately following hui)	November
4.	Draft Plan	December
5.	Submissions Phase (2 months required)	Monday 14 th Jan 2019 – Friday 15 th March 19
6.	Analysis	18 th March, 2019 to 31 March
7.	Hearing	April 2019
8.	Revised Plan	May June 2019
9.	Adoption	June 2019



Reserve Management Plan Indicative programme



Outline Plan Indicative programme



Attachments

There are no attachments for this report.

Signatories

Author(s)	Mark Naude Parks and Facilities Planner	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Marae Entrance, Parking Arrangements

Trim No.: 2081549

Executive Summary

Safety issues at the Raungaiti Marae entranceway have been highlighted as an issue for the Committee's consideration. It has also been identified that there is not enough parking available for the Marae at times.

A preliminary study on the options of upgrading the entranceway and parking was completed and presented to the Committee on 28 May 2015, with further discussion at its August and November meetings.

At the August meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road and as an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed at the meeting that the option of shifting the power pole next to the entrance way should be investigated and prioritising the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016. At the meeting in April 2016 Gary Thompson, Te Kaiwhakarite from Community Waikato also attended to assist with questions and discuss resources and support available in regards to funding opportunities.

This issue was considered by the Committee at each of the 2017 meetings. Discussion at the November 2017 meeting indicated Wharekai funding/feasibility study options are being investigated and consideration was being given to erecting an archgola over possible concrete apron beside wharekai which will give a big covered area. The carpark options are being included in this study.

The issue was further discussed at the Committee's July 2018 meeting and resolution was

COMMITTEE RESOLUTION

That:

1. The information be received.
2. That Mike Diamond meet with MPDC planner and connect with Lion Foundation and Trust Waikato..

Recommendation

That:

1. The information be received.

Content

Background

State Highway 27 adjoins the Raungaiti Marae entranceway. The latest measured traffic volume is 9,157 Average Daily Total (ADT) with a 20% of the volume being heavy vehicles. The speed limit in the vicinity of the Marae vehicle crossing is 100 km/h.

The road marking on the pavement in the surrounding area is marked for two single lanes, one in each direction. There is a marked right-turn bay for northbound traffic to enter the Marae and widening of 2.8m on the east side to allow left-turning traffic to turn into the Marae and be clear of south-bound traffic.

The access to the Marae building and other buildings is a narrow unsealed vehicle crossing off SH 27 on the southern boundary of the Waharoa (Matamata) Aerodrome. This crossing is not wide enough for use by more than one vehicle at the same time.

The existing vehicle crossing is narrow and does not comply with current Matamata-Piako District Council and NZ Transport Agency standards. The current entranceway is not suitable to allow for safe entry of traffic to the busy State Highway. There is also limited parking available on the site.

If the vehicle crossing is to be made safer, it has been recommended that the crossing be widened to allow for a separate entry and exit. The entranceway is also required to be sealed. Minor changes will also need to be made to the marking on SH 27. This involves the relocation of the right turn bay by some 4m to the north and deleting part of the painted median north of the crossing.

Separating the entrance and exit will allow right turning traffic to enter the property while a car is waiting to exit, a traffic movement which cannot occur with the present vehicle crossing.

A number of parking options were presented to the committee in May and August for their consideration and further discussed at the November meeting in 2015:

- Parking on the north side of the proposed access road

This area has a road length of 95m but about 74m are clear of any buildings. This can be set up for 45 degree parking (the usual angle) and 74 m can produce 20 carparks. This does require land from the Aerodrome Reserve to be utilised for the parking and access way.

- Parking on the north side of the existing road

This can be up to 74m in length and would accommodate 20 carparks. This length of parking involves fence relocation and tree stump removal this would also require land to be utilised from the Aerodrome Reserve.

- Parking on the south side of the existing road

There is a grass berm of about 7.4m wide between the Marae main building and the end of the fence that runs past the church. This berm would be reduced to 5.4m if the existing road was widened. This berm is some 55m length which can be set up for 45 degree parking and can cater for 15 carparks.

- Parking on the west side of State Highway 27

This would be the cheapest option but only provide 8 carparks. This requires the existing road berm to be used for parking and the underpass used to cross the State Highway.

- Parking by the church fence

Mentioned above is an internal road that is parallel to the highway. The distance between the boundary fence and the fence by the church is 13.3m of which there is about 6m of grass between the road and the church fence. This area is some 55m long which can be set up for 15 angle carparks. One negative with this option would be the manoeuvring and would need to be considered further.

- Soaring Centre alternative – parking along the state highway

At its meeting on 28 May, the Committee indicated that option one was the preferred option with consideration of moving two power poles which obstruct view for safety of vehicles exiting.

Following this staff undertook further consultation with Aerodrome users on the viability of this option as recommended in the previous report. The Soaring centre has advised that the proposed layout would block the glider exit and manoeuvring area at the rear of the closest large hangar. In order for this layout to be successful the area available for parking would need to be shortened to stop at the edge of the smaller square hangar, reducing the number of car parks that would be available with this design.

The Soaring Centre suggested an alternative option of parking along the front boundary of the aerodrome, staff advised that this option was unlikely to be acceptable to NZTA, this was confirmed at the November Committee meeting.

Issues

At the August 2015 meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road and as an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed at the meeting that the option of shifting the power pole next to the entrance way should be investigated and prioritising the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016.

Preferred option – Parking on the north side of the marae entrance

Staff prepared a further plan and estimate based on the preferred option identified at the August Committee meeting. Maps and cost estimates were provided in November 2015 for consideration.

The proposal shows the reduced parking area to allow continued manoeuvring of aircraft in the adjacent hangars and the fencing is set back approximately 2 metres from the nearest hangar to ensure that this area can still be accessed for maintenance.

In order to reduce costs the proposal does not include a splitter island or any road markings directing vehicles (other than the vehicle entrance) or parking layout. This would mean that the parking area will be 'open' and parking configurations managed by the Marae as they do now with their current parking spaces.

Shifting the power pole

As requested at the August 2015 meeting, Staff contacted PowerCo and Northpower regarding the options and costs for shifting the power pole to improve the sight lines for vehicles turning right out of the Marae entranceway. This option plus costs were discussed by the committee in 2016, however the cost was viewed to be prohibitive when weighed against the small benefits in sightline improvement gained from shifting the power pole.

Underpass

It is understood that the main barriers for use of the underpass are lighting and water that pools in the underpass. Vandalism has caused most of these issues. Council's records show that the underpass was built in approximately 1997, with the contract being managed by Council. It is Council's understanding that once built the underpass would become an NZTA asset and the marae would be responsible for the maintenance and operating costs of the underpass (i.e. power).

Analysis

Options considered

The Committee could continue with the preferred option or consider an alternative option.

Analysis of preferred option

There are no preferred options.

Legal and statutory requirements

If some of the land from the Aerodrome is to be used for a new access way or car parking, a legal agreement would need to be developed to formalise this matter.

Impact on policy and bylaws

There is no impact on policies or bylaws

Consistency with the Long Term Plan / Annual Plan

This project has not been identified in Council's Long Term Plan or Annual Plan 2017/18

Impact on Significance and Engagement Policy

The Aerodrome is identified as a significant asset and therefore any formal or legal agreements around the land would have to be carefully considered and may require further consultation.

Communication, consultation and decision making processes

Initial informal consultation has been completed with the NZ Transport Agency around the entranceway and State Highway requirements but any final design to the entranceway and State Highway would need to be formally approved by the NZ Transport Agency.

The committee may wish to undertake further consultation with stakeholders from both the Aerodrome users group and the Marae prior to settling on a final option.

Consent issues

A Resource Consent is required for parking and changing the vehicle entrance way. Advice from the Council Planners is as follows:

The activity of providing parking for a Marae within the subject property triggers resource consent under the following rules:

- 2.2.6.3 – Marae, Wharenuī and housing developments where there is no Iwi Housing and Marae Development Plan or where the development is not in accordance with an approved Plan = Discretionary activity
- 2.2.7.2 – Activities (excluding buildings) on public reserves not provided by a Management Plan approved under the Reserves Act 1977, or by a Conservation Management Strategy under the Conservation Act 1987, or where there is no Management Plan = Discretionary activity.

The proposed vehicle entrance is unable to comply with the minimum separation distances required between other crossings and intersections. Therefore the following rule is applicable:

- 9.1.2(ii)1.4 - An existing vehicle crossing that changes in character, scale, or intensity of use or a new vehicle crossing:
 - Meeting the performance standards in 9.1.2(iii)(a)(i)–(iv); and:
 - There is no location anywhere along the site's frontage where the performance standards in 9.1.2(iii)(a)(v) can be met; and:
 - The vehicle crossing is not associated with a new subdivision.

It is assumed that the final layout of the parking area will demonstrate compliance with the minimum dimensions in the Development Manual in respect of the individual parking spaces and manoeuvring areas.

Potentially affected parties:

- NZTA in respect of the entranceway and potential traffic safety/efficiency effects.
- MPDC as the requiring authority for the designation. Approval is required from the requiring authority to undertake an activity not provided for under the designation.
- Occupiers of the two aerodrome sheds located directly adjacent to the new parking area. It is noted that additional aerodrome occupiers may be identified once final plans are provided and a site visit has been undertaken.

Timeframes

No timeframes have been discussed by the Committee.

Financial Impact

i. Cost

Estimated costs for the preferred option have been summarised below excluding GST. It should be noted that these estimates were prepared in 2015 and may now be out of date.

Project options	Entrance way and parking	Entrance way only	Parking only	Resource Consent	Total
One project	55,792	-	-	2,000	57,792
Staged project	-	38,676	28,077	2,000	68,753
Vehicle entrance only	-	38,676	-	2,000	40,676

Project costs

These have been broken down in to the following two options:

- Completing the entrance and parking work as one project
- Staging the project, with completing the vehicle entrance way first and the parking as a subsequent project

Committee members should note:

- Prices are exclusive of GST
- Prices are estimates only, based on the best information Council staff have at this time, actual costs would not be known until the project was tendered.
- Estimates were calculated in October/November 2015. Costs may increase over time and if the project does not proceed for any length of time revised estimates should be sought.

Estimated costs to complete the entrance and parking work as one project

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				

5.1	Clearing and grubbing (Removal of 600 mm dia. tree stumps-15 Nos, and Removal of trees (450mm dia. 1 No, 400mm dia. 4 Nos, 300mm dia. 1 No)	LS	1	18000.00	18000.00
	Relocate the existing fence as indicated on the drawing	m	80	25.00	2000.00
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	250	15.00	3750.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m ³	15	20.00	300.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	154	45.00	6930.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	110	100.00	11000.00
8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	70	10.00	700.00
8.2	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	665	3.00	1995.00
9.0	Other Services				
9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00
9.3	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.4	Preliminary and General	LS	1	5000.00	5000.00
9.5	Contingencies	%	10	46175.00	4617.50
Improvements to Marae Entrance (excluding GST)					55,792.50

Staging the project Stage 1 – vehicle entrance

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing including Removal of tree stumps-600mm dia.- 4 Nos, 900 mm dia.- 9 Nos and 1200mm dia.-10 Nos, and Removal of trees 600mm dia.-2 Nos, 400mm dia- 4 Nos & 300mm dia.-1No	LS	1	16500.00	16500.00
5.2	Relocate the existing fence as indicated on the drawing. Rate shall include the cost of additional material if required.	m	80	25.00	2000.00
6.0	Earthworks				

6.1	Excavation for the entranceway. Cut to waste.	m ³	74	20.00	1480.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	42	70.00	2940.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	32	120.00	3840.00
8.0	Sealing				
8.1	Prepare surface, supply spray 180/200 Bitumen, spread and roll a) two coat grade 3 and 5 chipseal to road.	m ²	210	15.00	3150.00
9.0	Other Services				
9.1	Relocate the Fire Hydrant to a place as directed by the Engineer. Rate shall include cost of removal and installation.	LS	1	500.00	500.00
9.2	Removing the existing markings for Right Turn Bay and remarking the RTB appropriate for the proposed entranceway.	LS	1	500.00	500.00
9.3	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	4250.00	4250.00
9.4	Contingencies	%	10	35160.00	3516.00
Improvements to Marae Entrance (excluding GST)					38,676.00

Staging the project Stage 2 – parking

Item	Description	Unit	Qty	Rate	Amount
5.0	Site Clearance				
5.1	Clearing and grubbing	LS	1	1000.00	1000.00
6.0	Earthworks				
6.1	Excavation for the parking area and entranceway. Cut to waste.	m ³	184	20.00	3680.00
6.2	Excavation for the parking area and entranceway to be used for filling holes resulting from removal of tree stumps. Cut to Fill.	m ³	10	20.00	200.00
7.0	Pavement Construction				
7.1	Supply, spread and compact granular material of CBR >=10	m ³	111	70.00	7770.00
7.2	Supply, spread and compact WHAP40 Basecourse.	m ³	83	120.00	9960.00
8.0	Sealing				
8.1	Supply, spread and compact AP20 (1 cu.m per 40 sq.m)	m ²	555	3.00	1665.00
9.0	Other Services				
9.1	Relocate the 6.0m long existing benches (2 Nos) to a place directed by the Engineer	LS	1	500.00	500.00

Waharoa (Matamata) Aerodrome Committee**20 November 2018**

9.2	Project management, Design, Supervision, Health and Safety and Traffic Management	LS	1	750.00	750.00
9.3	Contingencies	%	10	25525.00	2552.50
Construction of Additional Parking Space (excluding GST)					28,077.50

Power pole costs

The total estimated cost for works to shift the power pole is approximately \$18,696 excluding GST. Usually when shifting poles Power Co funds the cost of materials for the work. Powerco sent through a letter of offer (circulated at the November 2015 meeting) setting out the contribution that would need to be made to shifting the power pole of \$12,697 excluding GST which would need to be funded.

Resource consent costs

The Resource Cost costs of Council are approximately \$1,500 and unlikely to exceed \$2,000. However this is on the basis that all affected party written approvals are obtained and no further information is required. If affected party approvals cannot be obtained then costs will be greater than this, as the consent would potentially need to be limited notified, and if affected party agreement cannot be reached a hearing on the consent application would need to be held.

ii. Funding SourceCouncil

Council does not have any funding for this project identified for this project. As part of the settlement negotiation there was no agreement on who would have responsibility for funding for this project. Council has contributed in kind, with staff time preparing plans and estimated of costs for this project.

Council recently consulted on its Long Term Plan – further details are set out in a separate report to the Committee, the Ngāti Haua Iwi trust made a submission to this process however no funding was specifically sought for the Marae entranceway and parking arrangements.

Council Resource Consent Grant

Council has set aside funding to assist non-profit community organisations to fund the costs of resource consent applications. The Ngāti Haua Iwi Trust may be eligible to apply for funding from this grant to assist with resource consent costs.

Applications can be made at any time, with a maximum of \$5,000 to be granted to each community group per project. The funding only covers the costs associated with Council fees to process resource consents. Any reports or consultants fees that the community group incurs as part of preparing their application will not be covered by the grant.

The group must be a non-profit community organisation and should:

- have a high ratio of volunteers to paid employees
- have a high degree of public access to the organisation
- primarily be funded from grants, donations, subscriptions or similar and not from fees, charges or funding from central government

Applications must meet the following criteria:

- the resource consent application must be for an activity within the Matamata-Piako District

- the project must have no commercial aspect, and must clearly demonstrate community benefit
- the group must have a business plan setting out in sufficient detail the proposal, timeline, long-term plans, confirmed and potential funding sources and any other relevant information for the project.

Lotteries

Council staff have also identified a Lottery Marae Heritage and Facilities grant (Te Tahua Marae Tuku Iho Me Nga Whakaurunga).

Some funding is potentially available for car parking and fencing that meet the rest of the funding criteria. However, the Lottery Marae Heritage and Facilities Committee does not fund carparks and roading outside the land boundary on which the project is situated, and groups are expected to source at least 1/3 funding themselves.

Further information on the above and other lotteries grants can be found at

<http://www.communitymatters.govt.nz/Funding-and-grants---Lottery-grants---Lottery-Marae-Heritage-and-Facilities>

Community Waikato

Community Waikato was established to provide practical support to social services organisations. Its work is the provision of capability and capacity strengthening services. Community Waikato works with and for tangata whenua, community and voluntary social service, health, education, disability, community development, culture & heritage, and environmental organisations in the Waikato region.

The Advisory team provides one-to-one advice, support and information on governance, management, strategic and operational planning, employment, resource development, legal structures, policy development, financial systems and funding, planning new services, projects and events and the myriad of other issues that come up for community groups. It tailors support and training to fit the needs of the organisations. We work with management and staff, volunteers and/or the board.

Gary Thompson, Te Kaiwhakarite for Community Waikato was invited to join the committee members to discuss the resources and support Community Waikato may be able to offer the Marae.

Gambling charity grants

Grants may also be available from the following organisations that operated within the Matamata-Piako District:

- Grassroots Trust Limited
- New Zealand Community Trust
- Pub Charity Limited
- The Lion Foundation

Trust Waikato

Trust Waikato donates money to community organisations and projects that focus on welfare, sport, recreation, youth, art, culture, and the environment, for the benefit of people in the Waikato

region. Funding may be available from the trust to assist with costs. Further information can be found at <http://www.trustwaikato.co.nz>

Ministry of Culture and Heritage

The Regional Culture and Heritage Fund (the RCHF) replaces the Regional Museums Policy for Capital Construction Projects (the RMP). The RCHF eligibility criteria are sufficiently broad to enable the Fund to benefit a range of cultural organisations throughout New Zealand: in the broader art gallery and museums sector (including iwi museums/whare taonga), the performing arts, and the heritage sector.

The RCHF's focus is capital projects outside the main centres of Auckland, Wellington, and Christchurch. Applications must relate to arts, culture and heritage facility projects focussed on renovating, restoring, adding to, and constructing buildings in which arts, culture and heritage activities take place. Grants will be for the construction of new buildings and basic infrastructural redevelopment work to existing buildings which may include permanent/long-lived specialist fittings.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Susanne Kampshof Asset Manager Strategy and Policy	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Don McLeod Chief Executive Officer	

Schedule of Meetings for 2019

Trim No.: 2081565

Executive Summary

Waharoa (Matamata) Aerodrome Committee are asked to confirm meeting dates and venues for 2019. The following proposed dates are based on similar to 2018, meeting three times a year on the third or fourth Thursday. Proposed dates for the 2019 meetings of the Waharoa (Matamata) Aerodrome Committee are:

- 21st March – Matamata-Piako Civic and Memorial Centre
- 25th July – Matamata-Piako Civic and Memorial Centre
- 28th November – Raungaiti Marae

Circulated separately to the agenda is a planner for 2019 showing the proposed meeting dates for Council and the Corporate and Operations Committee - to be confirmed at Council meeting 14 November 2018. Also included are proposed dates for Audit and Risk Committee and Te Manawhenua Forum though each committee will confirm their meeting dates. Also included are known Local Government NZ commitments to ensure no clash.

Recommendation

That:

1. The information be received.
2. Waharoa (Matamata) Aerodrome confirm and adopt its meeting schedule and venues for 2019.

Issues

Any meeting scheduled after swearing in of new Council on 6 November 2019 may be subject to proposed change by that Council.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Vicky Oosthoek Committee Secretary	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

2019 Work Programme

Trim No.: 2078976

Executive Summary

This report details the proposed work programme for the Waharoa (Matamata) Aerodrome Committee for 2019. Members are encouraged to advise of additional agenda items/topics that they wish to discuss at future meetings.

Recommendation

That:

1. The information be received.
2. Any additional agenda items/topics are advised for discussion at future meetings.

Content

Background

This report details the proposed work programme for the Waharoa (Matamata) Aerodrome Committee for 2019. This list is not complete, as issues and opportunities arise throughout the year these will be added to the agenda. Members are encouraged to advise of additional agenda items/topics that they wish to discuss at future meetings.

Meeting 1

- Standing Orders
- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- District Plan update
- Annual Plan and other associated documents update

Meeting 2

- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- Health and Safety plan/report
- Aerodrome financial plan/report
- District Plan update
- Annual Plan and other associated documents update
- Elections 2019 and Representation Review update

Meeting 3

- Elections 2019
- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking

- 2020 Work Programme
- Future committee meeting dates
- District Plan update
- Annual Plan and other associated documents update

Attachments

There are no attachments for this report.

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
-----------	------------------------------------------------	--

Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	